

March 22, 2010

ADDENDUM #1 TO
MONTANA DEPARTMENT OF TRANSPORTATION
REQUEST FOR PROPOSAL
#HWY-309504-KS

Listed below are the written questions received in regards to Request for Proposal #HWY-309504-KS. All questions are "verbatim" as presented to the Department.

1. What is the budget for the whole project? I see that it states "as needed" basis, is this for only the consulting services to provide assistance to managers in developing career ladders or for the whole project regarding classification evaluations and write job files?

Response: No budget, the services are 'as needed'. Services can range from writing job profiles and classification evaluation to developing career ladders.

2. In section 3.1.1, it states that the "offeror must provide documentation with their proposal, showing successful completion of training in job profile writing and application of the benchmark factoring methodology, from HRPP". I would like to know are you only accepting proposals from firms that have individuals that are trained by HRPP?

Response: Yes. Firms and/or individuals must have completed State Department of Administration (HRPP) classification training. All job profile writing and benchmark methodology must be conducted by a state trained classifier.

3. Is the HR Consulting Services solicitation for Helena location?

Response: For MDT. Headquarters is located in Helena but offices are located statewide. All services will be coordinated through the Human Resources Division in Helena.

I, _____ have received the following addendum:
(Company Name)

Addendum #1 _____
(Signature)

A copy of this signed addendum **MUST** be included with your bid response. Failure to include a copy of this addendum with your response will result in disqualification of your response.

MDT attempts to provide accommodations for any known disability that may interfere with a person participating in any service, program or activity of the Department. Alternative accessible formats of this information will be provided upon request. For further information call Kim Stewart at (406) 444-9282 Voice or 1-800-335-7592 TTY or TTY (406) 444-7696.